

TRIAL COURT ADMINISTRATION

Policy 525

December 14, 2015

REQUEST TO BLOCK E-MAIL ADDRESS

Section 1: Purpose

Consistent with the purpose stated in Policy 121 - Electronic Communication, the Court maintains an email service for the primary purpose of facilitating business communications among employees and other business contacts. It is not the intent of the Court to utilize email for filing district court case-related documents, facilitating ex parte communication with judicial officers, or service as a bulk mailing tool for individuals, interest groups, or commercial entities.

Email owners who send unsolicited emails that are not consistent with the purpose stated in this standard may be subject to having their email address blocked at an individual or system-wide level. Depending on the contents of the email, blocking may be appropriate after a single email or after multiple emails if an email owner refuses to desist after being notified that the owner's use of the court's email service is inappropriate.

Section 2: Factors

A judicial officer or court employee may request a system-wide block of an email address. In determining whether to issue a system-wide block of an email address, the State Court Administrator must consider the following factors:

- (a) the email contains a direct or implied threat of physical harm to a judicial officer or court employee;
- (b) the email is primarily for the purpose of harassing a judicial officer or court employee;
- (c) the email contains vulgar or obscene language;
- (d) the contents of the email is intended to be filed as part of a district court case, and if so, whether the court has granted permission to the sender to submit the filing by email;
- (e) the email is sent for the purpose of influencing the outcome of a pending or impending adjudicative case;
- (f) the email is intended as a general complaint against the government or is a specific complaint about an official who is a member of another branch of government, or is otherwise unrelated to the court; and
- (g) the frequency, number, and size of emails sent by the email owner and the number of court personnel receiving the emails.

Section 3: Notification

If contact information is available, the owner of a blocked email address will be notified that an email account has been blocked and the reason the action was taken. Subsequent to the notification, a report will be made to the Court.

Approved by Supreme Court 12/14/15